

U.S. Department of Agriculture  
Forest Service - Region 2

SECTION 01300  
SUBMITTALS

PART I - GENERAL

- 1.1 **Scope** - This section covers the contractor's responsibility relating to all submittals that relate to the construction of the work.
- 1.2 **Measurement and Payment** - No separate measurement and/or payment will be made for this section.

PART II - PRODUCTS (Not Applicable)

PART III - EXECUTION

- 3.1 **All Submittals** - It will be the Contractor's responsibility to submit all items with such promptness as to cause no delay in the work. Approvals must be obtained before starting work which involves the submittal. Contractor shall allow 15 calendar days for processing of submittals by the Government.
- 3.2 **Manufacturer's Literature and Shop Drawings**
- A. Submit four copies to the Contracting Officer for approval on the items required herein. Literature which is not marked or otherwise designated to show the exact model and size that the contractor proposes to use will be returned by the Contracting Officer "without action." Circle or check items to be used on submittals. Highlighter pens may print black or not at all when copied and should not be used.
  - B. Information must be adequate to determine compliance with specifications.
  - C. Submit four copies of shop drawings. One copy of all shop drawings will be returned to the contractor.
  - D. Submittals or shop drawings which are received from sources other than through contractor's office will be returned by the COR "without action."
- 3.3 **Samples** - Submit two samples of each color, style, etc. One sample of selected color, etc., will be retained. All other samples and all hardware samples will be returned.
- 3.4 **Substitution** - Materials in the specifications may be followed by the words "or approved equal." In these cases, wherever the name or brand of a manufacturer's article is specified, it is used as a measure of quality and utility or a standard. If the Contractor prefers to use any other brand or manufacturer of same quality, appearance and utility to that specified, he shall request substitution as provided below, not less than 30 days before the planned installation of the item. The Contracting Officer will approve or disapprove the request for substitution and his decision

shall be final. Unless substitutions are requested within the time stated above and as provided below, no deviation from the specifications will be allowed.

Requests for substitutions will only be considered if contractor submits the following:

- A. Complete technical data including drawings, complete performance specifications, test data, samples and performance tests of the article proposed for substitution. Submit additional information if required by Contracting Officer. All items in the above information shall be circled, tagged, or marked in some way to indicate all deviations or differences which the proposed item differs from the originally specified item.
- B. Similar data as above for item originally specified. All items shall be marked to identify where/how the proposed substitution will differ.
- C. A statement by the Contractor that the proposed substitution is in full compliance with the contract documents, applicable codes, and laws.
- D. A list of other trades which may be affected by the substitution.
- E. The Contractor shall be responsible for any effect upon related work in the project for any substitution and shall pay any additional costs generated by any substitutions.

**END OF SECTION**

February 1996